



Approved Minutes

**Regular City of Athol City Council Meeting**  
Held in the Council Room in City Hall

**Tuesday, October 20, 2020**  
**6:00pm Regular Council Meeting**

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Mayor, Bill Hill, called the meeting to order at 6:00 P.M.

**Roll Call: Present:** Mayor Bill Hill; Councilman McDaniel; Councilwoman Baldwin; Councilwoman Denis; Councilman Stack; City Clerk/Treasurer-Lori Yarbrough; Public Works- Anthony Brandt, City Attorney- Caitlin Kling and City Planner- Rand Wichman. Not Present:

**REPORTS:**

**Treasurer Report & 4<sup>th</sup> Qtr. Fin. Stmt**– Lori submitted written report and read the ending account balances. STCU Checking = \$95,065.59; STCU Savings = \$111,717.38; LGIP = \$890,376.14; Misc. income was Shane and Cindi’s regular insurance for \$390.00 each; and the Badger Annex \$2,500.00 = total \$3,280.00. Lori also then did a quick review of the 4<sup>th</sup> Quarter pre-audit Financial Statement. The year ended with 94% of the budgeted revenues received and only 84% of the budgeted expenses spent, leaving the city funds a balance for various future projects. A copy of this can be found on the city website and at City Hall.

**Water Report** – Lori submitted written report and read aloud. August usage = 9,326,230 gal. (haulers 646,600) and **Sept usage = 4,341,688 gal. (haulers 253,300); Billing in September was \$16,968.00 plus \$290.00 in late fees and collected was \$19,172.50.** Late fees this month are likely to be at about 42, and 14 accounts to get notices of shut-off for being greater than 60 days past due. Councilman McDaniel asked about how we are tracking bulk/hydrant use. There was a brief discussion on it and how we might make tracking it better.

**Planner Report** – Rand submitted a written report. Recapping: One new Building Location/Site Disturbance Permit approved for a new home for John Bischoff at 30450 Allen St (BLP20-29) That property since has been re-addressed with the new address being 5400 E Grove St. AutoZone and the Crossings C-store are complete and both buildings have been approved for occupancy. Allund West Subdivision – the public hearing was held, and the council approved the Subdivision on Oct. 6<sup>th</sup> meeting. They have started discussions on extending water to the property. Idaho Forest Group annexation- nothing new, waiting on applicant. No new Code enforcement cases this month, but there have been some improvements. A Notice of Violation on the Simpson property at 30630 N 1<sup>st</sup> has been lifted. There are new property owners at the former Bellante property 29475 N Miller. They are working on cleanup and it is expected that violation will be resolved in the next few months. Dan Ratcliff has indicated that he is moving out of town and reports that he is working to resolve his violations at 5777 E Menser and 30150 N 2<sup>nd</sup> St. The Cole annexation – Nothing new to report, waiting for the applicant. Fast Subdivision- nothing new to report; waiting on applicant to demonstrate how he has complied with the conditions for approval of the final plat. Badger Annexation- The Taylor Family Investments has sold their property to Lee Badger. An annexation application has been submitted, and tonight the council is being asked to approve a reimbursement agreement, plus discussions on how water will be extended to the property. Code Amendments- an updated draft has been done, council should get a copy and we will schedule a public hearing once the notice gets published.

*NOTE: The City will make reasonable accommodations for anyone attending this meeting who require special assistance for hearing, physical or other impairments. Please contact the City Clerk at (208) 683-2101 at least 24 hours in advance of the meeting date and time.*



**ACTION ITEMS:**

**1) APPROVAL OF THE October 6<sup>th</sup> REGULAR MEETING MINUTES:**

Motion by Denis, that we approve the last regular meeting minutes from the 6<sup>th</sup>, without amendments.

**\*DISCUSSION** All in favor-none opposed. **Motion passed. ACTION ITEM**

**2) APPROVAL OF BILLS AS SUBMITTED: Motion by McDaniel, that we approve paying**

Sept/October bills as submitted, without amendments. \*DISCUSSION-All in favor-none opposed.

**Motion passed. ACTION ITEM**

**3) DISCUSSION/APPROVAL of a Proposal for Engineering Services - Rand to discuss his**

need for engineering support for the city to help evaluate subdivision proposals, annexation requests, and various development requests for the City, on an as needed basis. Rand proposed to the council his desire for the city to diversify our engineering options for various projects. There was a discussion regarding pros and cons for doing so. There was **No Motion Made**, and Councilman McDaniel was going to call Stillman at Keller, to share some of the concerns presented by Rand, and to offer them a chance to address those concerns before the city began looking for additional engineering firms for various other side projects.

**NO ACTION TAKEN**

**4) DISCUSSION/APPROVAL of the Reimbursement Agreement for Badger Annexation-**

Rand shared with the council that an annexation application has been received and this is the next step. It is necessary, as a main component of this application will be how to address connecting to city water. This agreement puts the cost of any city time/research back on the developer to pay those costs, instead of the city. **Motion by Baldwin to approve the Reimbursement Agreement for the Badger Annexation and authorize the Mayor's signature.**

**\*DISCUSSION Roll Call:** Councilwoman Baldwin-yes; Councilman McDaniel-yes; Councilman Stack-yes; Councilwoman Denis-yes; **Motion passed. ACTION ITEM**

**5) DISCUSSION/APPROVAL of the Order of Decision for Case No. S-20-02 Allund West**

**Subdivision** – Rand to shared that a formal report has been put together recapping the findings for this subdivision. If you agree it has all the information, he asks for approval of this decision. **Motion by Denis to approve the Order of Decision for Allund West Subdivision as presented and authorize the Mayor's signature.**

**\*DISCUSSION Roll Call Vote:** Councilman McDaniel-yes; Councilman Stack-yes; Councilwoman Denis-yes; Councilwoman Baldwin-yes. **Motion passed. ACTION ITEM**

**6) DISCUSSION/APPROVAL of using Keller Associates to complete the potential LHTAC**

**Grant Applications for future Street Projects. Lori-** this is using the on-call other professional services and it could be for the LHRIP Grant, a Safety Grant or one of the TAP Funding grants. Further Anthony and the Mayor could coordinate with Keller to identify the projects already ranking in the Transportation Plan.

**Anthony-** to explain further the possible projects in highest priority. **Motion by McDaniel, that we approve using Keller Associates to help complete this year's round of LHTAC Grant Funding**

**Applications, not to exceed \$1,000.** **\*DISCUSSION Roll Call:** Councilwoman Denis-yes; Councilwoman Baldwin-yes; Councilman McDaniel-yes; Councilman Stack-yes. **Motion passed. ACTION ITEM**

**7) DISCUSSION/APPROVAL of Resolution 2021-02 to Transfer FY2020 Funds into Equity**

**Fund Savings with specific designations. Lori** walked the council through ending fund balances for FY2020 and then the recommended transfer of funds as listed in the resolution. **Motion by Stack to approve Resolution 2021-02 to transfer unrestricted funds to restricted or committed funds in the general and water funds as just discussed.**

**\* DISCUSSION - Roll Call Vote:** Councilman Stack-yes;

Councilwoman Denis-yes; Councilwoman Baldwin-yes; Councilman McDaniel-yes. **Motion Passed.**

**ACTION ITEM**

**8) DISCUSSION/APPROVAL of Change Order Request by NNAC for Water System**

**Improvements.** Anthony shared he hoped the documents would be ready and they are not yet, so he asked to table this item. And staff verified with the council they are open to scheduling special meetings to review a change order on the water project, trying to not delay NNAC on the project. Council is fine with it. **NO Motion made; this item was tabled.** **NO ACTION TAKEN**

**9) DISCUSSION/APPROVAL to Purchase Generator Fuel at the Howard Well, not to exceed \$600.00** Anthony had a brief discussion regarding wanting to fill up the generator at the Howard well before winter. After a brief conversation, the following motion was made. **Motion by Denis to approve the purchase of fuel for the Generator for the Howard Well, not to exceed \$600.00.** \*DISCUSSION Roll

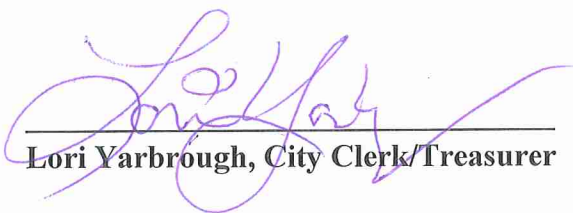
**Call:** Councilwoman Baldwin-yes; Councilman McDaniel-yes; Councilman Stack-yes; Councilwoman Denis-yes; **Motion passed.** **ACTION ITEM**

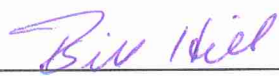
**PUBLIC COMMENTS:** None

**ANNOUNCEMENTS:** **City Council-Denis** asked about having another Christmas Dinner. After a brief discussion Lori will look into a few dates at the same place as last year. / **Mayor-None.** / **Staff- Lori** 1) Lori gave each of the council a copy of the proposed code amendments with all the changes from the last workshop. We will get this notice of public hearing in the paper and a copy up on the city website. The public hearing is set for Nov. 17<sup>th</sup> at 6pm. 2) Reminded everyone of the Super 1 Trunk or Treat on the 31<sup>st</sup>. The city will have a trunk decorated to hand out candy and prizes. The Mayor will be there all dressed up too. (Hey Elmo!) If any of the council wants to join in, we would love to have them. 3) Looking at the upcoming holidays and timing for agendas, staff wanted to ask council how they felt about possible only having one meeting in December and one meeting January. Lori said we can discuss it further at the next meeting, to see if anything comes up that might need to be discussed for that meeting. **Anthony-** shared that the Mueller Rep. from Consolidated was interested in doing a demonstration on the 3<sup>rd</sup> just before the next council meeting. The council felt just a paper copy of the presentation would be fine at this point. Anthony also reminded everyone he was going to be gone on vacation as of Oct 31<sup>st</sup> through possibly Nov. 12<sup>th</sup>.

**ADJOURNMENT at 8:02pm**

**ATTEST:**

  
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**Lori Yarbrough, City Clerk/Treasurer**

  
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**Bill Hill, Mayor**

Approved at Council on 11/3/2020

